1. INTRODUCTION

Purpose of the Programmatic Data Element Dictionary

The PDED has two primary purposes. The first is to provide documentation for program and technical staff who want to use the Prototype System. This documentation identifies, describes, and defines the data elements and their values.

The second key purpose of the PDED is to provide information about data elements that can be used to support caseworkers, supervisors, and administrators throughout the service delivery process, for example by:

- Enhancing the caseworker's or supervisor's ability to develop and monitor a case plan through an on-line case plan;
- Contributing to a manager's ability to target resources by assessing risk levels and needs, and then assigning workers and providing/purchasing services; and
- Assisting caseworkers and managers in making decisions by providing comprehensive and current information on the legal status of the child, the risks of leaving the child in the home, the availability of resources, etc.

Contents of the Programmatic Data Element Dictionary

Chapter 2 of the *SACWIS Part I Programmatic Data Hement Dictionary* contains a data element matrix. This data element matrix provides an alphabetical listing of data elements with their values. It also contains definitions for each data element and data element value.

Content of the Functional Matrix

Chapter 3 of the SACWIS Part I Programmatic Data Element Dictionary ontains a functional matrix. This matrix attempts to identify which data elements support each of the SACWIS functional requirements that are described in the SACWIS Functional Requirements Document dated May 5, 1995. That document shows the broad areas of functionality that are included in the Prototype System.

Content of the Glossary

Chapter 4 of the SACWIS Part I Programmatic Data Element Dictionary a glossary which includes an alphabetical listing of data elements, values, and other terms used in the Prototype System. The Glossary also serves as an index, showing the pages in the SACWIS Part I Programmatic Data Element Dictionary on which the data elements and data element values may be found.

2. DATA ELEMENT MATRIX

The data elements are listed in alphabetical order, with the columns described below.

- **Data Element Name**. This column contains a descriptive name for each data element.
- **Data Element Definition**. This column contains a definition of the data element.
- Value. This column contains a descriptive name for each data element value.
- Value Definition. This column contains a definition for each data element value.

Data Element Name	Data Element Definition	Value	Value Definition
Activities	Actions defined in the case plan, to be taken by the client.		
Address (Mail)	Current address where the individual receives mail.		
Address (Residence)	Current street address where the individual resides.		
AFDC Case Status	If the client/family has received or receives AFDC, the status of the AFDC case.	Open	The client/family is currently receiving AFDC.
		Closed	The client/family is no longer receiving AFDC.
		Pending	The determination of client/family eligibility for AFDC has not yet been made.
AFDC Grant Amount	The amount of the AFDC grant that the client/family receives on a monthly basis.		
Age	Individual's age in years calculated from date of birth.		
Age (When Previous Adoption Legalized)	For a child in the foster care system who has previously been adopted, this is the child's age in years, actual or estimated, at the time of the legalized adoption.		
A.K.A. Name	The street name or nickname of the person.		
Alcohol Abuse	The individual's compulsive use of or need for alcohol. When used for a child, this includes infants addicted at birth or who are victims of Fetal Alcohol Syndrome, or who may suffer other disabilities due to the use of alcohol during pregnancy.	Diagnosed	When the term alcohol abuse is used as a discrete data element for the assessment process, it is considered "diagnosed" if the individual identifies himself or herself as an alcoholic or if a professional with expertise in substance abuse (e.g., a substance abuse counselor) indicates that the individual has a problem with alcohol abuse.

Data Element Name	Data Element Definition	Value	Value Definition
		Undiagnosed	When the term alcohol abuse is used as a discrete data element for the assessment process, it is considered "undiagnosed" if it is suspected but there is not supporting documentation that such a problem exists.
Allegation	An assertion that a parent, caretaker, or other person, as defined under State law, caused or allowed the child to be subjected to physical abuse, neglect, medical neglect, sexual abuse, or emotional abuse, harm, or risk of harm.	Medical Neglect	The alleged harm by a caretaker to a child's health due to failure to provide for appropriate health care of the child, although financially able to do so, or offered financial or other means to do so.
		Neglect	Alleged negligent treatment or maltreatment, including failure to provide adequate food, clothing, shelter, or care.
		Physical Abuse	Alleged physical abuse, injury or maltreatment of the child by a person responsible for the child's welfare.
		Psychological or Emotional Maltreatment	A type of alleged maltreatment that refers to acts or omissions, other than physical abuse or sexual abuse, that caused, or could have caused, conduct, cognitive, affective, or other mental disorders; such as emotional neglect, psychological abuse, mental injury, etc.
		Sexual Abuse	Alleged sexual abuse or exploitation of a child by a person who is responsible for the child's welfare. Sexual abuse is a type of maltreatment that refers to the involvement of the child in sexual activity to provide sexual gratification or financial benefit to the perpetrator, including contacts for sexual purposes, prostitution, pornography, exposure, or other sexually exploitative activities.
Alleged Perpetrator	Person named as perpetrator in an allegation of child maltreatment prior to disposition.		

Data Element Name	Data Element Definition	Value	Value Definition
Amount of Monthly Foster Care Payment	The monthly payment paid on behalf of the child regardless of source (i.e., Federal, State, county, municipality, tribal, and private payments). If title IV-E is paid on behalf of the child, the amount should be the total computable amount. If the payment made on behalf of the child is not the same each month, this refers to the last full monthly payment made during the reporting period for AFCARS. If no monthly payment was made during the reporting period, all zeros should be entered.		
Amount of Overpayment	The amount that the agency was overpaid for residential placement and/or other services.		
Amount of Support	The amount of child support that the client/family receives on a monthly basis.		
Arrested Last Six Months	The individual has been arrested during the previous six months.		
Attending Program (Substance Abuse)	The individual is currently attending a substance abuse treatment program.		
Attorney Name for Selected Hearing	The legal name of the attorney representing the client in the selected hearing.		
Beeper Number	The beeper number for the caseworker on call.		
Capacity	The maximum number of children or youths that may be housed in a facility at any one time.		
Care Provider Name(s)	The name(s) of the care provider(s) at the facility in which the child is placed.		
Case Close Date	The month, day, and year that the case was closed.		
Case Close Reason	The primary reason for terminating services to the child/family.	Case Goals Achieved	The child/family has achieved the goals specified in the case plan and no longer needs or is eligible for services.

Data Element Name	Data Element Definition	Value	Value Definition
		Child Not At Risk	An investigation revealed that the child is not at risk and does not need child welfare intervention.
		Client Location Unknown	The client can no longer be located.
		Services Not Required	The family does not need services.
Case Open Date	The month, day, and year that the case was opened.		
Case Open Reason	The rationale for opening the case (e.g., allegation of abuse).	Child At Risk	The child is at risk of abuse or neglect.
		Family Stability	The family is dysfunctional and likely to breakup.
		Inter-County Transfer	The case has been transferred from another agency.
Case Plan Date	The month, day, and year that the case plan was approved by the supervisor.		
Case Plan Goal (Most Recent)	The most recent case plan goal for the child based on the latest review of the child's case planwhether a court review or an administrative review. If the child has been in care less than six months, the goal in the case record is determined by the caseworker.	Adoption (Goal)	To facilitate the child's adoption by relatives, foster parents, or other unrelated individuals.
		Case Plan Goal Not Yet Established (Goal)	No case plan goal has yet been established other than the care and protection of the child.
		Emancipation (Goal)	Because of specific factors or conditions, it is not appropriate or possible to return the child home, have a child live permanently with a relative or have the child be adopted; therefore the goal is to maintain the child in a foster care setting until the child reaches the age of majority.

Data Element Name	Data Element Definition	Value	Value Definition
		Guardianship (Goal)	The goal is to facilitate the child's placement with an agency or unrelated caretaker with whom he or she was not living prior to entering foster care, and whom a court of competent jurisdiction has designated as legal guardian.
		Live With Other Relatives	The goal is to have the child live permanently with a relative or relatives other than the ones from whom the child was removed. This could include guardianship by a relative(s).
		Long Term Foster Care	Because of specific factors or conditions, it is not appropriate or possible to return the child home or place her or him for adoption, and the goal is to maintain the child in a long term foster care placement.
		Reunify With Parents or Principal Caretaker(s) (Most Recent Case Plan Goal)	The goal is to keep the child in foster care for a limited time to enable the agency to work with the family with whom the child had been living prior to entering foster care in order to reestablish a stable family environment.
Case Plan Goal Date	The month, day and year that each goal was established for the case.		
Case Plan Objective(s)	The objective(s) established to help the client/family achieve the current case plan goal.		
Case Plan Objective Date	The month, day, and year that the objective was established for the case.		
Case Worker	The name of the case worker assigned to the case.		
Caseload Type	The primary program which is responsible for the caseload.		

Data Element Name	Data Element Definition	Value	Value Definition
Child (Ever Adopted)?	For child in foster care, indicate whether child has ever been legally adopted. In cases where child has been abandoned or the child's parent(s) are otherwise not available to provide a "yes/no" answer, the correct response is "Unable to Determine."	Yes	The child has previously been legally adopted.
		No	The child has never been legally adopted.
		Unable to Determine	There is no documentation and no one is available to provide information on whether the child has previously been legally adopted.
Child ID	A unique identification assigned to each child. This identification is not the state child identification but is an encrypted identification assigned by the state for the purposes of the NCANDS DCDC data collection.		
Children Abused Last Six Months	The child has been subjected to previous episode(s) of abuse during the previous six months.	Yes	The child has been subjected to previous episodes of abuse during the previous six months.
		No	The child has not been subjected to previous episodes of abuse during the previous six months.
		Unable to Determine	There is reason to suspect, but no evidence to determine, whether the child has been subjected to previous episodes of abuse during the previous six months.
Children Currently in Placement	The child is currently placed out of his or her home.	Yes	The child is currently placed out of his or her home.
		No	The child is not placed out of his or her home.
Chronic/Acute Condition	The individual has a health problem, which may be chronic or acute.		
Client ID	A unique identifier assigned to each client for tracking purposes in SACWIS.		

Data Element Name	Data Element Definition	Value	Value Definition
Client Problems	Client problems and needs other than disabilities or those listed as part of the assessment (e.g., inadequate housing).	Financial Problem	A risk factor related to the family's inability to provide sufficient financial resources to meet minimum needs.
		Inadequate Housing	Housing facilities were/are substandard, overcrowded, unsafe or otherwise inadequate resulting in their not being appropriate for the parents and child to reside together. Also includes homelessness.
		Learning Disability	A disorder in one or more of the individual's basic psychological processes involved in understanding or using language, spoken or written, that may manifest itself in an imperfect ability to listen, think, speak, read, write, spell or to use mathematical calculations. The term includes conditions such as perceptual disability, brain injury, minimal brain dysfunction, dyslexia, and developmental aphasia.
Collateral Person Contact	The month, day, and year that the worker last contacted the collateral person.		
Collateral Person Name	The name of the collateral person, who is a person who plays a significant role in the life of the client.		
Completion Date	The month, day, and year that eligibility determination for the selected individual was made. While eligibility may be retroactive in some cases, this is the actual date that the determination was made.		
Convicted Last Six Months	The individual was convicted in a court of law during the previous six months.	Yes	The individual was convicted.
		No	The individual was not convicted.
Cost Per Unit of Service	The provider's charge per unit of service as defined by the provider (e.g., cost per hour of service, cost per counseling session).		

Data Element Name	Data Element Definition	Value
County of Report	The geopolitical substate jurisdiction from which the report of child maltreatment originated. The unique identification number assigned to the county under the Federal Information Processing Standards (FIPS) guidelines is preferred.	
County of Residence	The geopolitical substate jurisdiction in which the child subject of a report was residing at the time of the report. The unique identification number assigned to the county under the Federal Information Processing Standards (FIPS) guidelines is preferred.	
Court Action Initiated	Legal action was initiated in a judicial unit by a representative of the child protective services agency.	
Court Case Number	The number assigned to the case by the court that is conducting the hearing.	
Court Division	The name of the division in which the court is placed.	
Court Name	The name of the court as described in court documentation.	
Court Order for Support	Court/Administrative Order for parental support either through Court/IV-D Agency or directly to the Foster Care Agency. The appropriate code shows how support must be provided according to the order.	
Court Petition	A legal document filed with the court of original jurisdiction overseeing matters affecting children, requesting that the court take action regarding the child's status as a result of the investigation; usually a petition requesting the child be declared a dependent or delinquent child, or that the child be placed in an out-of-home setting.	

Value Definition

Data Element Name	Data Element Definition	Value	Value Definition
Court Type	Usually defined by the type of cases heard by the court (e.g., family or domestic relations, criminal).		
Criminal Charges Filed	Type of criminal charges that have been filed against the individual/family member.		
Current Probation or Parole	The individual is currently on probation or parole.	Yes	The individual is on probation or parole.
		No	The individual is not on probation or parole.
Current Untreated Health Condition	The individual has a health condition that needs to be treated but currently is not receiving treatment.	Yes	The individual has a health condition, but has not received treatment.
		No	The individual does not have an untreated health condition.
Currently Incarcerated	The individual is currently incarcerated.	Yes	The individual is currently incarcerated.
		No	The individual is not currently incarcerated.
Date Adoption Legalized	The date the court issued the final adoption decree.		
Date Child Was Discharged From Last Foster Care Episode (If Applicable)	For children with prior removals, the month, day and year they were discharged from care for the episode immediately prior to the current episode. For children with no prior removals, this is blank.		
Date of Adoptive Placement	The month, day, and year the child was first placed with the adoptive parents in the preadoptive home.		
Date of Birth	The month, day, and year of birth for the individual selected (e.g., child, biological father, biological mother, adoptive father, adoptive mother).		
Date of Case Assignment	The month, day, and year that the case was assigned to the worker.		

Data Element Name	Data Element Definition	Value
Date of Discharge From Foster Care	The month, day and year the child was discharged from foster care. If the child has not been discharged from care, this is blank.	
Date of First Removal From Home	Month, day and year the child was removed from home for the first time for purpose of placement in a foster care setting.	
Date of Latest Assessment	Month, day and year that the last assessment was conducted for the child.	
Date of Latest Removal From Home	Month, day and year the child was last removed from his/her home for the purpose of being placed in foster care. This would be the date for the current episode or, if the child has exited foster care, the date of removal for the most recent removal.	
Date of Most Recent Periodic Review	For children who have been in care seven months or longer, the month, day, and year of the most recent administrative or court review, including dispositional hearing. For children who have been in care less than seven months, the field using this definition is blank.	
Date of Placement in Current Foster Care Setting	Month, day, and year the child moved into the current foster home, facility, residence, shelter, institution, etc. for purposes of continued foster care.	
Date Subsidy Began	The month, day and year that the adoption subsidy began.	
Date Subsidy Will Cease	The month, day and year that the adoption subsidy will cease.	
Date of Title IV-E Foster Care Status	The month, day, and year that the child was determined to be eligible for Title IV-E foster care.	
Date/Time of Report	The month, day, year, and time that the report was received.	

Value Definition

Data Element Name	Data Element Definition	Value	Value Definition
Death of Parent(s)	Family stress or inability to care for child due to death of a parent or caretaker.		
Diagnosed Condition (Mental Health)	The individual has a mental health condition that has been diagnosed by a professional.	Yes	Yes the individual has a diagnosed mental health condition.
		No	No the individual does not have a diagnosed mental health condition.
Disability	One or more of the following: mental retardation; emotional disturbance; specific learning disability; hearing, speech or sight impairment; physical disability; or other clinically diagnosed handicap.	Alcohol Abuse	The individual's compulsive use of or need for alcohol. When used for a child, this element should include infants addicted at birth or who are victims of Fetal Alcohol Syndrome, or who may suffer other disabilities due to the use of alcohol during pregnancy.
		Drug Abuse	The individual's compulsive use of or need for narcotics. When used for a child, this element should include infants addicted at birth.
		Emotionally Disturbed (DSM III)	A condition exhibiting one or more of the following characteristics over a long period of time and to a marked degree: an inability to build or maintain satisfactory interpersonal relationships; inappropriate types of behavior or feelings under normal circumstances; a general pervasive mood of unhappiness or depression; or a tendency to develop physical symptoms or fears associated with personal problems. The term includes persons who are schizophrenic or autistic. The term does not include persons who are socially maladjusted, unless it is determined that they are also seriously emotionally disturbed.
		Mental Retardation	Significantly subaverage general cognitive and motor functioning existing concurrently with deficits in adaptive behavior that adversely affect socialization and learning. In children/youth, this is manifested during the developmental period.

Data Element Name	Data Element Definition	Value	Value Definition
		Other Medical Condition	A medical condition other than mental retardation, visual or hearing impairment, physical disability, or being emotionally disturbed, that significantly affects the functioning or development of the individual and which may require special medical care such as chronic illnesses. When selected for the primary caretaker(s), it includes functioning that affects their ability to provide a suitable child care environment. When selected for a child, it includes children diagnosed as HIV positive or with AIDS.
		Physically Disabled	A physical condition that adversely affects the day-to-day motor functioning, such as cerebral palsy, spina bifida, multiple sclerosis, orthopedic impairments, and other physical disabilities.
		Visually or Hearing Impaired	A handicapping condition related to a visual impairment or permanent or fluctuating hearing or speech impairment that may significantly affect functioning or development.
Disposition Date	The month, day, and year that the determination was made of substantiated, indicated, or reason to suspect, unsubstantiated, closedno finding, or unknown.		
Drug Abuse	The individual's compulsive use of or need for narcotics. When used for a child, this element should include infants addicted at birth.	Diagnosed	When the term drug abuse is used as a discrete data element for the assessment process, it is considered "diagnosed" if the individual identifies himself or herself as an addict or if a professional with expertise in substance abuse (e.g., a substance abuse counselor) indicates that the individual has a problem with drug abuse.

Data Element Name	Data Element Definition	Value
		Undiagnosed
Effective Date	The month, day, and year that the child/family began receiving benefits from the selected program for which the child/family was determined to be eligible.	
Effective Date Contract Ends	The month, day, and year that the contract with a specific provider of services is no longer effective.	
Effective Date of Contract Modification	The month, day, and year that the contract modification regarding services is effective.	
Effective Date of Contract Start	The month, day, and year that the contract with a specific provider of services is effective.	
Eligibility Effective Date	The month, day, and year that the client became eligible for the selected program.	
Eligibility - Meets Requirements	The child/family meets certain criteria in order to receive benefits under a specified program. For example, eligibility for some programs may be based on: the age of the potential recipient; the family's income level, residency requirements, property, eligibility for other programs such as Social Security, etc.	
Eligibility (Program)	The child/family is eligible for a specified program.	
Enrolled in Program (Substance Abuse)	The individual is currently enrolled in a substance abuse program.	
Facility Name	The name of the facility in which the child is placed.	

When the term drug abuse is used as a discrete data element for the assessment process, it is considered "undiagnosed" if it is suspected but there is not supporting documentation that such a problem exists.

Data Element Name	Data Element Definition	Value	Value Definition
Facility Type	The type of setting in which the child currently lives. This may include pre-adoptive home, foster family home (relative), foster family home (non-relative), group home, institution, supervised independent living, runaway, and trial home visit.	Foster Family Home (Non-Relative)	A licensed foster family home regarded by the state as a foster care living arrangement.
		Foster Family Home (Relative)	A licensed or unlicensed home of the child's relatives regarded by the state as a foster care living arrangement for the child.
		Group Home	A licensed or approved home providing 24-hour care and/or treatment for children in a small group setting that generally has from seven to twelve children.
		Institution	A child care facility operated by a public or private agency and providing 24-hour care and/or treatment for children who require separation from their own homes and group living experience. These facilities may include: child care institutions, residential treatment facilities; maternity homes; etc.
		Pre-Adoptive Home	A home in which the family intends to adopt the child. The family may or may not be receiving a foster care payment or an adoption subsidy on behalf of the child.
		Runaway	The child has run away from the foster care setting.
		Supervised Independent Living	An alternative transitional living arrangement where the child is under the supervision of the agency but without 24 hour adult supervision, is receiving financial support from the child welfare agency, and is in a setting which provides the opportunity for increased responsibility for self-care.

Data Element Name	Data Element Definition	Value	Value Definition
		Trial Home Visit	The child has been in a foster care placement, but, under state agency supervision, has been returned to the principal caretaker for a limited and specified period of time.
Facsimile (Fax) Number	The phone number that can be used to fax information or inquiries to a staff member or provider.		
Family ID	Unique identifier assigned to the family case for use in documenting and providing agency services.		
Family Member Relationships	The relationship of the selected family member to the client.	Adoptive Parent (Foster Parent - Relative)	The adoptive parent is a person with the legal relation of parent to a child not related by birth, with the same mutual rights and obligations that exist between children and their birth parents. In this case, it is a nonrelative adoptive parent who was a foster parent, i.e. who provided a home for an orphaned, abused, neglected, delinquent, or disabled child.
		Adoptive Parent (Foster Parent - Nonrelative)	The adoptive parent is a person with the legal relation of parent to a child not related by birth, with the same mutual rights and obligations that exist between children and their birth parents. In this case, it is a relative adoptive parent who was a foster parent, i.e. who provided a home for an orphaned, abused, neglected, delinquent, or disabled child.
		Adoptive Parent (Other Relative of Child by Birth or Marriage)	The adoptive parent is a person with the legal relation of parent to a child not related by birth, with the same mutual rights and obligations that exist between children and their birth parents. In this case, it is an adoptive parent who is a relative through the birth parents by blood or marriage.

Data Element Name	Data Element Definition	Value	Value Definition
		Adoptive Parent (Stepparent)	The adoptive parent is a person with the legal relation of parent to a child not related by birth, with the same mutual rights and obligations that exist between children and their birth parents. In this case, it is the spouse of the child's birth mother or birth father.
		Biological Parent	The birth mother or father of the child rather than the adoptive or foster parent or the stepparent.
		Foster Parent (Non-Relative)	An individual who provides a home for an orphaned, abused, neglected, delinquent, or disabled child who is not a relative. The initial placement could have been for the purpose of adoption or for the purpose of foster care.
		Foster Parent (Relative)	An individual who provides a home for an orphaned, abused, neglected, delinquent, or disabled child who is a relative. The initial placement could have been for the purpose of adoption or for the purpose of foster care.
		Other Relative of Child by Birth or Marriage	A relative through the birth parents by blood or marriage.
		Stepparent	Spouse of the child's birth mother or birth father.
Family Name (Last)	The legal last name of the family.		
Family Violence Last Six Months	There have been incidents of inter-spousal physical or emotional abuse perpetrated by one of the spouses or parent figures upon the other spouse or parent figure in the child victim's home environment and/or incidents of child abuse.	Yes	Yes there have been such incidents within the last six months.
		No	No there have not been any such incidents within the last six months.
Gang Involvement	The individual is involved with a gang.	Yes	Yes the individual is involved with a gang.

Data Element Name	Data Element Definition	Value	Value Definition
		No	No the individual is not involved with a gang.
Grade	The numerical grade in which the child is placed at the school he or she is attending. If the child/youth is not attending school, the last grade that the child attended.		
Hearing Outcome	Results of court hearing; court decision which is the basis for the case plan and case plan goal.		
Hearing Type	The type of court hearing scheduled or held.	Adjudication	A court hearing to determine what is in the best interests of the child (e.g., remaining in the home, placement in foster care).
		Detention	A court hearing to determine whether the child should be placed in a detention facility.
		Dispositional	A court hearing to assess the progress of the child, to determine whether reasonable efforts were made to reunify the child with the family, and to determine whether the child should remain in care or return home.
Hearings for Selected Court Held	The month, day, and year of each hearing held in the specified court for the specified case.		
Hearings for Selected Court Scheduled	The month, day, and year of each hearing that has been scheduled for the specified court for the specified case.		
Hispanic Origin	A Mexican, Puerto Rican, Cuban, Central or South American person, or person of other Spanish cultural origin regardless of race. Whether or not a person is Hispanic is determined by how others define them or by how they define themselves. In the case of young children, parents determine the race of the child.	Yes	Yes the person is of Hispanic Descent.
		No	No the person is not of Hispanic Descent.

Data Element Name	Data Element Definition	Value	Value Definition
		Unable to Determine	It is not possible to determine whether the person is of Hispanic descent (e.g., the child is too young to know and no adult is available provide the information).
Immunizations Current		Yes	Yes the child's immunizations are current.
		No	No the child's immunizations are not current.
Income Level	The category in which the family's income falls.	0 - 5,000 year	The family's yearly income is between 0 and \$5,000.
		5,001 - 10,000 year	The family's yearly income is between \$5,001 and \$10,000.
		10,001 - 20,000 year	The family's yearly income is between \$10,001 and \$20,000.
		20,001 - 40,000 year	The family's yearly income is between \$20,001 and \$40,000.
		Over 60,000 year	The family's yearly income is over \$60,000.
		Public Assistance	The family's only income is public assistance.
Income/Need	The type of income assistance if any, that a child/family receives, including for example, no cash assistance, AFDC, Medicaid, SSI, Child Support, other State/local assistance, etc.		
In School	The child/youth is attending school.	Yes	Yes the child is currently attending school.
		No	No the child is not currently attending school.
Judge's Name	The name of the judge presiding over the hearing.		
Language (Primary)	Language spoken most frequently by family members at home.	Chinese	A group of languages of the Sino-Tibetan family including standard Chinese and most of the other languages of China.
		English	The Germanic language of the British Isles, the U.S., and most of what was the British Empire.

Data Element Name	Data Element Definition	Value	Value Definition
		Japanese	The language of the people of Japan.
		Spanish	A Romance language, the language of Spain, which is standard also in Latin America (except Brazil) and the Phillipine Islands.
Language (Secondary)	An additional language spoken by family members.	Chinese	A group of languages of the Sino-Tibetan family including standard Chinese and most of the other languages of China.
		English	The Germanic language of the British Isles, the U.S., and most of what was the British Empire.
		Japanese	The language of the people of Japan.
		Spanish	A Romance language, the language of Spain, which is standard also in Latin America (except Brazil) and the Phillipine Islands.
Last Hearing	The month, day, and year of the client's last court hearing.		
Legal Status	The legal status of the child (e.g., parental custody, trial home visit under agency custody, foster care placement, adoptive placement) as determined by a court.	Adoptive Placement	The child is placed with a family that plans to legally adopt him or her.
		Foster Care Placement	The child is placed with an individual who is licensed to provide a home for orphaned, abused, neglected, delinquent or disabled children, usually with the approval of the government or a social service agency.
		Parental Custody	The parent retains custody of the child.
		Trial Home Visit	The child has been in a foster care placement, but, under state agency supervision, has been returned to the principal caretaker for a limited and specified period of time.
License	The license number assigned by the State licensing agency.		

Data Element Name	Data Element Definition	Value	Value Definition
License Date	The month, day, and year when the facility was licensed by the State licensing agency.		
Likely Graduation Date	The expected month and year when the youth will graduate from high school.		
Local Agency (FIPS Code)	Identity of the county or equivalent unit which has responsibility for the case. The 5 digit Federal Information Processing Standard (FIPS) must be used.		
Maltreatment Date	The month, day, and year that the maltreatment allegedly occurred.		
Maltreatment Death	The child died as a result of abuse or neglect, because either: a) an injury resulting from the abuse or neglect was the cause of death; or b) abuse and/or neglect were contributing factors to the cause of death.	Yes	Yes the child died as a result of abuse or neglect.
		No	No the child did not die as a result of abuse or neglect.
		Unknown	It is not possible to determine whether the child died as a result of abuse or neglect.
Maltreatment Disposition Level	The disposition of each alleged maltreatment. The disposition level may be substantiated, indicated or reason to suspect, unsubstantiated, closed-no finding, other, or unknown.	Closed - No Finding	A type of investigation disposition that does not conclude with a specific finding because the investigation could not be completed for such reasons as: the family moved out of the jurisdiction; the family could not be located; or necessary diagnostic or other reports were not received within required time limits.
		Indicated or Reason to Suspect	A type of investigation disposition that concludes that maltreatment could not be substantiated under state law or policy, but there was reason to suspect that the child may have been maltreated or was at-risk of maltreatment.

Data Element Name	Data Element Definition	Value	Value Definition
		Substantiated	A type of investigation disposition that is used when the allegation of maltreatment or risk of maltreatment was supported or founded by state law or state policy.
		Unsubstantiated	A type of investigation disposition that determines that there is not sufficient evidence under state law to conclude or suspect that the child has been maltreated or is at-risk of being maltreated.
Maltreatment Type	A particular form of child maltreatment that is determined by investigation to be substantiated or indicated under state law such as physical abuse, neglect or deprivation of necessities, sexual abuse, psychological or emotional maltreatment, and other forms included in state law.	Medical Neglect	The harm by a caretaker to a child's health due to failure to provide for appropriate health care of the child, although financially able to do so, or offered financial or other means to do so.
		Neglect	Negligent treatment or maltreatment, including failure to provide adequate food, clothing, shelter, or care.
		Physical Abuse	Physical abuse, injury or maltreatment of the child by a person responsible for the child's welfare.
		Psychological or Emotional Maltreatment	A type of maltreatment that refers to acts or omissions, other than physical abuse or sexual abuse, that caused, or could have caused, conduct, cognitive, affective, or other mental disorders; such as emotional neglect, psychological abuse, mental injury, etc.

Data Element Name	Data Element Definition	Value	Value Definition
		Sexual Abuse	Sexual abuse or exploitation of a child by a person who is responsible for the child's welfare. Sexual abuse is a type of maltreatment that refers to the involvement of the child in sexual activity to provide sexual gratification or financial benefit to the perpetrator, including contacts for sexual purposes, prostitution, pornography, exposure, or other sexually exploitative activities.
Mandated Reporter	The reporter is required by State law to report incidents of suspected abuse and/or neglect.	Yes	Yes the reporter is required by State law to report incidents of suspected abuse and/or neglect.
		No	No the reporter is not required by State law to report incidents of suspected abuse and/or neglect.
Marital Status	One of these four alternativesmarried couple, unmarried couple, single female, single maleis the category which best describes the nature of the adoptive parent(s), caretaker (from whom the child was removed for the current foster care episode), or foster family structure. If unknown, the value for "Marital Status" is "Unable to Determine". When reporting for NCANDS, there is an additional value of "Other" living arrangement, which is used if the child is in substitute care homes/facilities.	Married Couple	Married couple from whom child was removed (Caretaker Family Structure), with whom the child was placed (Foster Family Structure), or by whom the child has been adopted (Adoptive Parents Family Structure).
		Single Female	Single female from whom child was removed (Caretaker Family Structure), with whom the child was placed (Foster Family Structure), or by whom the child has been adopted (Adoptive Parents Family Structure).
		Single Male	Single female from whom child was removed (Caretaker Family Structure), with whom the child was placed (Foster Family Structure), or by whom the child has been adopted (Adoptive Parents Family Structure).

Data Element Name	Data Element Definition	Value	Value Definition
		Unmarried Couple	Unmarried couple from whom child was removed (Caretaker Family Structure), with whom the child was placed (Foster Family Structure), or by whom the child has been adopted (Adoptive Parents Family Structure).
Maximum (Max) Age	The greatest age at which a child can be placed in the facility.		
Medicaid Case Status	If client/family has received or receives Medicaid, the status of the Medicaid case.	Closed	The individual is no longer receiving Medicaid.
		Open	The individual is currently receiving Medicaid.
		Pending	A decision has not yet been made about whether the individual is eligible for Medicaid.
		Suspended	Medicaid benefits have been interrupted for the individual.
Medication Type	The type of medication prescribed for the individual.		
Military Family Member	A person who is the legal dependent of an individual on active duty in the Armed Services of the United States. (See also Military Member).		
Military Member	A person on active duty in the Armed Services of the United States. This term includes active duty in the Army, Navy, Air Force, or Marine Corps. Excluded are members of the Inactive Reserve or National Guard or retired military members.		
Minimum (Min) Age	The lowest age at which a child may be placed in a facility.		
Monthly Amount	The monthly amount of the adoption subsidy rounded to the nearest dollar. If the subsidy includes only benefits under titles XIX or XX of the Social Security Act, "0" is used.		

Data Element Name	Data Element Definition	Value	Value Definition
Monthly Subsidy (Is Child Receiving a Monthly Subsidy?)	The response is "yes" if the child was adopted with an adoption assistance agreement under which: (1) regular subsidies (Federal or state) are paid; (2) the child is eligible for services under titles XIX or XX; or (3) Federal or state funds are made available for other types of assistance or services (including the non-recurring costs of adoption).		
Mother Married (At Time of Child's Birth)	This indicates whether the birth mother was married at the time of the child's birth; including common law marriage if it is legal in the state.	Yes	Yes the mother was married at the time of the child's birth.
		No	No the mother was not married at the time of the child's birth.
		Unable to Determine	It is not possible to determine whether the mother was married at the time of the child's birth.
Name (Primary)	The legal first name, middle name, and last name of the client. If unknown, see A. K. A. name.		
Next Hearing	The month, day, and year of the client's next court hearing.		
Notifications	Mandated or courtesy contacting of other agencies with overlapping or potentially overlapping jurisdiction concerning a report of child maltreatment.	Licensing Agency	The agency notifies the licensing agency about a report of child maltreatment. The licensing agency is responsible for evaluating the adequacy of services available in a facility, for providing official approval of a service facility or provider which signifies meeting of state standards or standards set by other regulatory authorities, etc. State licensing agencies may also have the authority to conduct an investigation of those facilities under their auspices.

Data Element Name	Data Element Definition	Value	Value Definition
		Police/ Prosecutor	The agency notifies the police/prosecutor about a report of child maltreatment. Police refers to the department of government charged with prevention, detection, and prosecution of public nuisances and crimes such as child maltreatment. Prosecutor refers to a legally trained person with responsibility to represent the state in court proceedings.
Number of Previous Placement Settings During This Removal Episode	The number of places the child has lived, including the current setting, during the current removal episode. This does not include trial home visits.		
On Medication	The individual is currently taking prescribed medication.	Yes	Yes the individual is taking prescribed medication.
		No	No the individual is not taking prescribed medication.
		Unable to Determine	It is not possible currently to determine whether the individual is taking prescribed medication.
Opened (Case)	The month, day, and year that the case was opened for the current episode.		
Overpayment Received	The agency received an overpayment for residential placement and/or other services.	Yes	Yes the agency received an overpayment.
		No	No the agency did not receive an overpayment.
Overpayment Received Date	The month, day, and year that the agency received the overpayment.		
Parent/Guardian Review of Case Plan	A notation that the parent/guardian has reviewed the case.		
Parental Rights Termination (Father)	The month, day, and year that the court terminated the father's parental rights. If the father is known to be deceased, this would be the date of death.		

Data Element Name	Data Element Definition	Value	Value Definition
Parental Rights Termination (Mother)	The month, day, and year that the court terminated the mother's parental rights. If the mother is known to be deceased, this would be the date of death.		
Parenting Skills	The family needs assistance in learning parenting skills.	Yes	Yes the family needs assistance in learning parenting skills.
		No	No the family does not need assistance in learning parenting skills.
Payment	The amount of payment made to a provider.		
Payment Authorization	Authorization to pay a provider.		
Payment Received	The amount of payment received by the agency.		
Payment Received Date	The month, day, and year that the agency received payment.		
Percent Tribal Affiliation	The degree of tribal affiliation of the individual.		
Perpetrator As A Caretaker	The person who has been determined to have caused or knowingly allowed the maltreatment of the child while also being responsible for the care and supervision of the child at the time of the maltreatment.	Yes	Yes the perpetrator was a caretaker of the child at the time of maltreatment.
		No	No the perpetrator was not a caretaker of the child at the time of maltreatment.
		Unknown	It is not possible to determine whether the perpetrator was a caretaker of the child at the time of maltreatment.
Perpetrator ID	A unique identification assigned to each perpetrator. This identification is not the actual state perpetrator identification but is an encrypted identification assigned by the state for purposes of the NCANDS DCDC data collection.		

Data Element Name	Data Element Definition	Value	Value Definition
Perpetrator Maltreatment	The perpetrator was involved in the corresponding maltreatment type on the record for a specific child, and this maltreatment was determined by investigation to be substantiated or indicated under state law. (See also Maltreatment Type).	Yes	Yes the perpetrator was involved in substantiated maltreatment for a specific child.
		No	No the perpetrator was not involved in substantiated maltreatment for a specific child.
Perpetrator Prior Abuser	The recording in the state information system of previous substantiated or indicated incidents of child maltreatment by the perpetrator.	Yes	Yes the perpetrator is a prior abuser.
		No	No the perpetrator is not a prior abuser.
		Unknown	It is not possible to determine whether the perpetrator is a prior abuser.
Perpetrator Relationship	Refers to the primary role of the perpetrator with the child victim of maltreatment.	Child Day Care Provider	A person who works in a setting providing day care-child services and who has temporary caretaker responsibility for the child (e.g., a day care center staff member, family day care provider, or babysitter.
		Foster Parent	An individual who is licensed to provide a home for orphaned, abused, neglected, delinquent or disabled children, usually with the approval of the government or a social service agency. This individual can be a relative or a non-relative.
		Other Relative	A person who is related by marriage, blood or adoption, but is not the parent.
		Adoptive Parent	A person with the legal relation of parent to a child not related by birth, with the same mutual rights and obligations that exist between children and their birth parents.

Data Element Name	Data Element Definition	Value	Value Definition
		Biological Parent	The birth mother or father of the child rather than the adoptive or foster parent or the stepparent.
		Step-Parent	Spouse of the child's birth mother or birth father.
		Residential Facility Staff	An employee of a public or private group residential facility, including emergency shelters, group homes, and institutions.
		Other	The perpetrator's relationship to the child is not covered by the other values for perpetrator relationship.
		Unknown	The relationship of the perpetrator to the child is not known.
Petition Date	The month, day, and year that the juvenile court petition was filed.		
Phone Number(s)	Telephone number(s) where a specified person can be reached and/or where a message can be left for the person.		
Phone Number Type	Location at which the specified individual will be reached by the phone number.	Home	Refers to the phone number of the individual's place of residence.
		Business	Refers to the phone number of the individual's place of employment.
Placed By (Child)	The individual or agency which placed the child for adoption.	Independent Person	A doctor, a lawyer or some other individual.
		Private Agency	A for-profit or non-profit agency or institution.
		Public Agency	A unit of state or local government.
		Tribal Agency	A unit within one of the Federally recognized Indian Tribes or Indian Tribal Organizations.

Data Element Name	Data Element Definition	Value	Value Definition
Placed From (Child)	The location of the individual or agency that had custody or responsibility for the child at the time of initiation of adoption proceedings, (placed from within state, another state, another country.	Another Country	Immediately prior to the adoptive placement, the child was residing in another country and was not a citizen of the United States.
		Another State	Responsibility for the child resided with an individual or agency in another state or territory of the United States.
Placement (Out of State)	The type of setting in which the child currently lives is located in another state.	Yes	Yes the child's current placement is located in another state.
		No	No the child's current placement is not in another state.
Previous Adoptive Placement	The child was previously placed in a preadoptive home.	Yes	Yes the child was previously placed in a preadoptive home.
		No	No the child was not previously placed in a pre-adoptive home.
		Unable to Determine	It is not possible to determine whether the child was previously placed in a pre-adoptive home.
Primary Allegation	The primary type of abuse that a parent, caretaker, or other person, as defined under State law was asserted to have caused or allowed the child to be subjected to (i.e., physical abuse, neglect, medical neglect, sexual abuse, or emotional abuse, harm, or risk of harm).	Medical Neglect	The alleged harm by a caretaker to a child's health due to failure to provide for appropriate health care of the child, although financially able to do so, or offered financial or other means to do so.
		Neglect	Alleged negligent treatment or maltreatment, including failure to provide adequate food, clothing, shelter, or care.
		Physical Abuse	Alleged physical abuse, injury or maltreatment of the child by a person responsible for the child's welfare.

Data Element Name	Data Element Definition	Value	Value Definition
		Psychological or Emotional Maltreatment	A type of alleged maltreatment that refers to acts or omissions, other than physical abuse or sexual abuse, that caused, or could have caused, conduct, cognitive, affective, or other mental disorders; such as emotional neglect, psychological abuse, mental injury, etc.
		Sexual Abuse	Alleged sexual abuse or exploitation of a child by a person who is responsible for the child's welfare. Sexual abuse is a type of maltreatment that refers to the involvement of the child in sexual activity to provide sexual gratification or financial benefit to the perpetrator, including contacts for sexual purposes, prostitution, pornography, exposure, or other sexually exploitative activities.
Primary Basis	The primary factor or condition for categorization as special needs and only as it is defined by the state.	Age (Special Needs Status)	Primary factor or condition for special needs is age of the child as defined by the state. It is based upon the state definition of special needs as it pertains to a child eligible for an adoption subsidy under title IV-E.
		Medical Conditions of Mental, Physical, or Emotional Disabilities (Special Needs Status)	Primary factor or condition for special needs is the child's medical condition as defined by the state, but clinically diagnosed by a qualified professional.
		Membership in a Sibling Group to be Placed for Adoption Together	Primary factor or condition for special needs is membership in a sibling group as defined by the state.
		Racial/Origin Background	Primary condition or factor for special needs is the
Primary Phone	The primary phone number at which the specified individual can be reached most frequently.		
Primary Staff Assigned	The name of the primary staff person assigned to the case.		

Data Element Name	Data Element Definition	Value	Value Definition
Prior Victim	The existence of previous substantiated or indicated incidents of maltreatment of the child victim.	Yes	Yes the child is a prior victim of maltreatment.
		No	No the child is not a prior victim of maltreatment.
		Unknown	It is not possible to determine whether the child is a prior victim of maltreatment.
Priority Approved by	The code for the supervisor approving the priority assigned to a report/referral.		
Priority Date/Time	The month, day, year, and time that the supervisor approved the level of priority assigned to a report/referral.		
Priority Response Type	The relative priority assigned to responding to the report or allegation (e.g., immediate, 3 day, 10 day).	Three Day	The response to the report or allegation must be within three days.
		Ten Day	The response to the report or allegation must be within ten days.
		Immediate	The response to the report or allegation must be immediate.
Provider Name	Name of the provider with whom the child is placed.		
Provider Payment Date	The month, day, and year that payment was issued to the provider.		
Provider Per Diem	The provider's charge per day for providing residential placement and/or other services.		
Provider Service	The service(s) offered by a specific provider. See "Service" for examples of values that may be used for this data element.		
Provider Type (Mental Health)	The type of mental health provider who is providing services to the individual.		

Data Element Name	Data Element Definition	Value	Value Definition
Race	In general, a person's race is determined by how others define them or by how they define themselves. In the case of young children, parents determine the race of the child.	American Indian/Alaskan Native	A person whose ancestry is North American, and who maintains tribal affiliation or is so recognized in the community.
		Asian/Pacific Islander	A person whose origin is the Far East, Southeast Asia, the Indian sub-continent, or the Pacific Islands. This includes, for example, China, India, Japan, Korea, the Philippine Islands, Samoa and Vietnam.
		Black/African-American	A person whose ancestry is any of the black racial groups of Africa.
		Unable to Determine	The specific race category is "Unable to Determine" because the child is very young or is severely disabled and no other person is available to identify the child's race.
		White	A person of European, North African, or Middle Eastern Origin.
Reason for Changes in Case Plan Goal	The reason that the last case plan goal was changed.		
Reason for Discharge	For child(ren) no longer in foster care, indicate outcome or reason for discharge. Such reasons may include: Reunification with parents or primary caretaker(s), living with other relatives, adoption, emancipation, guardianship, transfer to another agency, runaway, death of child.	Adoption (Outcome)	The child was legally adopted.
		Death of Child	The child died while in foster care.
		Emancipation (Reason for Discharge)	The child reached majority according to state law by virtue of age, marriage, etc.
		Guardianship (Outcome)	Permanent custody of the child was awarded to an individual.

Data Element Name	Data Element Definition	Value	Value Definition
		Living With Other Relatives	The child went to live with a relative other than the one from whose home he or she was removed.
		Reunification With Parents or Primary Caretakers	The child went to live with a relative other than the one from whose home he or she was removed.
		Runaway	The child has run away from the foster care setting.
		Transfer to Another Agency	Responsibility for the care of the child was awarded to another agencyeither in or outside of the state.
Reason for Opening (Case)	The primary reason for opening the case.		
Reason for Placement Changes	The primary reason for the last placement change.		
Reason for Removal	The reasons for a child's removal from home, which may include: physical abuse, sexual abuse, neglect, alcohol abuse (parent), drug abuse (parent), alcohol abuse (child), drug abuse (child), child's disability, child's behavior problem, death of parent(s), incarceration of parent(s), caretaker's inability to cope due to illness or other reasons, abandonment, relinquishment, or inadequate housing.	Abandonment	Child left alone or with others; caretaker did not return or make whereabouts known.
		Alcohol Abuse	The individual's compulsive use of or need for alcohol. When used for a child, this includes infants addicted at birth or who are victims of Fetal Alcohol Syndrome, or who may suffer other disabilities due to the use of alcohol during pregnancy.
		Caretaker's Inability to Cope Due to Illness or Other Reasons	Physical or emotional illness or disabling condition adversely affecting the caretaker's ability to care for the child.

Data Element Name	Data Element Definition	Value	Value Definition
		Child's Behavior Problem	Behavior in the school and/or community that adversely affects socialization, learning, growth, and moral development. These may include adjudicated or nonadjudicated child behavior problems. This would include the child's running away from home or other placement.
		Death of Parent(s)	Family stress or inability to care for child due to death of a parent or caretaker.
		Drug Abuse	The individual's compulsive use of or need for narcotics. When used for a child, this element should include infants addicted at birth.
		Inadequate Housing	Housing facilities were/are substandard, overcrowded, unsafe or otherwise inadequate resulting in their not being appropriate for the parents and child to reside together. Also includes homelessness.
		Incarceration of Parent	Temporary or permanent placement of a parent or caretaker in jail that adversely affects care for the child.
		Medical Neglect	The harm by a caretaker to a child's health due to failure to provide for appropriate health care of the child, although financially able to do so, or offered financial or other means to do so.
		Neglect	Alleged or substantiated negligent treatment or maltreatment, including failure to provide adequate food, clothing, shelter or care.

Alleged or substantiated physical abuse, injury, or maltreatment of the child by a person responsible for the child's welfare.

Physical Abuse

Data Element Name	Data Element Definition	Value	Value Definition
		Psychological or Emotional Maltreatment	A type of maltreatment that refers to acts or omissions, other than physical abuse or sexual abuse, that caused, or could have caused, conduct, cognitive, affective, or other mental disorders; such as emotional neglect, psychological abuse, mental injury, etc.
		Relinquishment	Parent(s), in writing, assigned the physical and legal custody of the child to the agency for the purpose of having the child adopted.
		Sexual Abuse	Alleged or substantiated sexual abuse or exploitation of a child by a person who is responsible for the child's welfare. Sexual abuse is a type of maltreatment that refers to the involvement of the child in sexual activity to provide sexual gratification or financial benefit to the perpetrator, including contacts for sexual purposes, prostitution, pornography, exposure, or other sexually exploitative activities.
Receiving Medication (for Mental Health)	The type of medication that the individual is receiving for mental health problems.		
Receiving Services (for Mental Health)	The type of services that the individual is receiving for mental health problems.		
Record Number	The sequential number which the state uses to transmit data to the Department of Health and Human Services (DHHS). The record number cannot be linked to the child's case I.D. number except at the state or local level.		
Reference Numbers	Reference numbers used by other programs (e.g., Medicaid number, AFDC number).	AFDC	Reference number for the assistance that the family is receiving through the program, Aid to Families With Dependent Children
		Emergency Assistance	Reference number for the assistance that the family is receiving through the Emergency Assistance program.

Data Element Name	Data Element Definition	Value	Value Definition
		General Assistance	Reference number for the assistance that the family is receiving through the State's General Assistance program.
		Medicaid	Reference number for the assistance that the child is receiving under the Medicaid program.
		Medicare	Reference number for the assistance that the child is receiving under the Medicare program.
		SSI	Reference number for the assistance that the child is receiving under the Supplemental Security Income program.
		Child Support	Reference number for the child support that the family is receiving under the Child Support Enforcement program.
Referral Date/Time	The month, day, and year that the allegation of abuse or neglect or a referral from another agency or individual was received by the agency. When it is an allegation of abuse or neglect, it also includes the time.		
Referral Name	Title for the type of report.		
Referral Taken by	The name of the staff person receiving the referral or allegation.		
Regular Source of Dental Care	The name of the dentist or organization that provides regular dental care for the individual.		
Regular Source of Health Services	The name of the doctor or organization that provides regular medical care for the individual.		
Relationship to Adoptive Parent(s)	The prior relationship(s) the child had with the adoptive parent(s). Types of relationships may include: stepparent, other relative of child by birth or marriage, foster parent of child, non-relative.	Foster Parent of Child	Child was placed in a non-relative foster family home with a family which later adopted him or her. The initial placement could have been for the purpose of adoption or for the purpose of foster care.

Data Element Name	Data Element Definition	Value	Value Definition
		Non-Relative	Adoptive parent fits into none of the other categories for Relationship to Adoptive Parent(s).
		Other Relative of Child by Birth or Marriage	A relative through the birth parents by blood or marriage.
		Stepparent	Spouse of the child's birth mother or birth father.
Removal Date	The month, day, and year that the child was removed from the care and supervision of his or her parents or parental substitutes, during or as a result of the investigation, by the child protective services or social services agency. If a child has been removed more than once, the removal date is the first removal in concert with the current investigation.		
Removal From Home (Manner of)	For the current placement episode for children in foster care, this indicates whether the current placement agreement was voluntary, court ordered, or not yet determined.	Court Ordered	The court has issued an order which is the basis of the child's removal.
		Not Yet Determined (Manner of Removal)	A voluntary placement agreement has not been signed or a court order has not been issued. This will mostly occur in very short-term cases. When either a voluntary placement agreement is signed or a court order issued, the record should be updated to reflect the manner of removal at that time.
		Voluntary Placement Agreement	An official voluntary placement agreement has been executed between the caretaker and the agency. The placement remains voluntary even if a subsequent court order is issued to continue the child in foster care.
Removed From Home	The child has been removed from the care and supervision of his or her parents or parental substitutes by the child protective service or social service agency.		

Data Element Name	Data Element Definition	Value	Value Definition
Report Date	The month, day, and year that the responsible agency was notified of the suspected child maltreatment.		
Report Disposition	The conclusion reached by the responsible agency regarding the report of maltreatment pertaining to the child in the DCDC record.	Closed - No Finding	A type of investigation disposition that does not conclude with a specific finding because the investigation could not be completed for such reasons as: the family moved out of the jurisdiction; the family could not be located; or necessary diagnostic or other reports were not received within required time limits.
		Indicated or Reason to Suspect	A type of investigation disposition that concludes that maltreatment could not be substantiated under state law or policy, but there was reason to suspect that the child may have been maltreated or was at-risk of maltreatment.
		Other Report Disposition	A report disposition that does not match those listed in the NCANDS DCDC report disposition code values.
		Substantiated	A type of investigation disposition that is used when the allegation of maltreatment or risk of maltreatment was supported or founded by state law or state policy.
		Unsubstantiated	A type of investigation disposition that determines that there is not sufficient evidence under state law to conclude or suspect that the child has been maltreated or is at-risk of being maltreated.
Report Disposition Date	The month, day, and year that a decision was made by the child protective services agency or court regarding the disposition of a report or investigation of alleged child maltreatment.		

Data Element Name	Data Element Definition	Value	Value Definition
Report ID	A unique identification assigned to each report of child maltreatment. This identification is not the actual state report identification but is an encrypted identification assigned by the state for the purposes of the NCANDS DCDC data collection.		
Report Period Ending Date	The last month and the year for the reporting period.		
Report Taken By	The name of the person taking the report of alleged maltreatment.		
Report Type	The way in which the report was received (e.g., phone, walk-in, written, other).	Other Referral	A report/referral that was not by phone, walkin, or written.
		Phone	A report/referral received by phone.
		Walk-In	A report/referral received from someone who walked into the agency.
		Written	A report/referral received in writing.
Reporter Feedback Date	The month, day, and year that the agency provided feedback to the reporter.		
Reporter Feedback Required	The agency is legally required to provide feedback to the reporter.	Yes	Yes the agency is legally required to provide feedback to the reporter.
		No	No the agency is not legally required to provide feedback to the reporter.
Reporter Status	Circumstances (with regard to confidentiality) under which the reporter filed a report.	Anonymous	The report was made by an individual who did not identify himself/herself.
		Confidential	The individual made a report on the basis that the report would be confidential.
		Other	The report was made on some other basis other than anonymous or confidential.

Data Element Name	Data Element Definition	Value	Value Definition
Reporter Type	The category or role of the person who makes a report of alleged maltreatment.	Alleged Perpetrator Report Source	An individual who reports an alleged incident of child abuse or neglect in which he/she caused or knowingly allowed the maltreatment of a child.
		Alleged Victim Report Source	A child who alleges to have been a victim of child maltreatment and who makes a report of the allegation.
		Anonymous Report Source	An individual who reports a suspected incident of child maltreatment without identifying himself/herself.
		Child Day Care Provider	A person who works in a setting providing day care-child services and who has temporary caretaker responsibility for the child (e.g., a day care center staff member, family day care provider, or babysitter).
		Educational Personnel	An employee of a public or private educational institution or program including teachers, teacher assistants, administrators and others directly associated with the delivery of educational services.
		Friend	A non-relative acquainted with the child, the parent, or caretaker including: landlords, clergy, or youth group workers (e.g., Scouts, Little League Coaches), etc.
		Legal, Law Enforcement, or Criminal Justice Personnel	A person employed by a local, state, tribal, or federal justice agency including law enforcement; courts; district attorney's office; probation or other community corrections agency, or correctional facilities, etc.; or attorneys or guardian ad-litem.
		Medical Personnel	A person employed by a medical facility or practice, including physicians, physician assistants, nurses, emergency medical technicians, dentists, dental assistants and technicals, chiropractors and coroners.

Data Element Name	Data Element Definition	Value	Value Definition
		Mental Health Personnel	A person employed by a mental health facility or practice, including psychologists, psychiatrists, therapists, etc.
		Neighbor	A person living in close geographical proximity to the child or family.
		Other Relative Report Source	A person who is related by marriage, blood or adoption, but is not the parent, and who alleges that an incident of child maltreatment has occurred. Includes siblings, grandparents, aunts, uncles, and cousins, etc.
		Other Report Source	A reporter of alleged child maltreatment whose role/relationship to the alleged victim does not match those listed in the NCANDS DCDC report source code values.
		Parent	The birth mother/father, adoptive mother/father, or step mother/father of the child.
		Residential Facility Staff	An employee of a public or private group residential facility, including emergency shelters, group homes, and institutions.
		Social Services Personnel	An employee of a public or private social services or social welfare agency, or other persons such as social workers, counselors, etc., who provide similar services.
Residence at Time of Child's Birth	Country, State, and county of residence for the person selected in the screen (i.e., biological father, biological mother, adoptive father, adoptive mother) at the time of the child's birth.		
School Name	The name of the school that the child/youth currently attends. If the child/youth is not currently attending school, the name of the school that the child/youth last attended.		

Data Element Name	Data Element Definition	Value	Value Definition
Service	A descriptive name for the service provided by or under contract to the agency as part of the case plan.	Adoption Services	Services or activities provided to assist in bringing about the adoption of a child. Examples may include, but are not limited to, counseling the biological parent(s), recruitment of adoptive homes, and pre- and post-placement training and/or counseling.
		Case Management Services	Services or activities for the arrangement, coordination, and monitoring of services to meet the needs of children and their families. These may include, but are not limited to, individual service plan development; counseling; monitoring, developing, securing, and coordinating services; monitoring and evaluating client progress; and assuring that clients' rights are protected.
		Counseling Services	Services or activities that apply the therapeutic processes to personal, family, situational or occupational problems in order to bring about a positive resolution of the problem or improved individual or family functioning or circumstances. Problem areas may include family and marital relationships, parent-child problems, or drug abuse.
		Day Care Services - Child	Services or activities provided in a setting that meets applicable standards of state and local law, in a center or in a home, for a portion of a 24-hour day. The component services or activities may include a comprehensive and coordinated set of appropriate developmental activities for children, recreation, meals and snacks, transportation, health support services, social service counseling for parents, plan development, and licensing and monitoring of child care homes and facilities.
		Drop-In Centers	Centers to afford families opportunities for informal interaction with other families and with program staff.

Data Element Name	Data Element Definition	Value	Value Definition
Dum Element Aume	Data Diement Bermiton	Early Developmental Screening	Screening of children to assess their needs and to assist families in securing specific services to meet those needs.
		Educational and Training Services	Services provided to improve knowledge or daily living skills and to enhance cultural opportunities. Services may include instruction or training in, but are not limited to, such issues as consumer education, health education, community protection and safety education, literacy education, English as a second language, and General Educational Development (GED). Component services or activities may include screening, assessment and testing; individual or group instruction; tutoring; provision of books, supplies and instructional material; counseling; transportation; and referral to community resources.
		Employment Service	Services or activities provided to assist individuals in securing employment or acquiring of learning skills that promote opportunities for employment. Component services or activities may include employment screening, assessment, or testing; structured job skills and job seeking skills; specialized

therapy (occupational, speech, physical); special training and tutoring, including literacy training and pre-vocational training; provision of books, supplies and instructional material; counseling, transportation; and referral to

community resources.

Family Planning Services

Educational, comprehensive medical or social services or activities which enable individuals, including minors, to determine freely the number and spacing of their children and to select the means by which this may be achieved. These services and activities include a broad range of acceptable and effective methods and services to limit or enhance fertility, including contraceptive methods (including natural family planning and abstinence), and the management of infertility (including referral to adoption). Specific component services and activities may include preconceptional counseling, education, and general reproductive health care, including diagnosis and treatment of infections which threaten reproductive capability. Family planning services do not include pregnancy care (including obstetric or prenatal care).

Family Preservation Services

Family preservation services typically are services designed to help families alleviate crises that might lead to out of home placement of children; maintain the safety of children in their own homes; support families preparing to reunify or adopt; and assist families in obtaining services and other supports necessary to address their multiple needs in a culturally sensitive manner. (If a child cannot be protected from harm without placement or the family does not have adequate strengths on which to build, family preservation services are not appropriate).

Value Definition Family Support Services Family support services are primarily community-based preventive activities designed to alleviate stress and promote parental competencies and behaviors that will increase the ability of families to successfully nurture their children; enable families to use other resources and opportunities available in the community; and create supportive networks to enhance child-rearing abilities of parents and help compensate for the increased social isolation and vulnerability of families. Foster Care Services Services or activities associated with 24 hour substitute care for all children placed away from their parents or guardians and for whom the state agency has placement and care responsibility. Services to attain and maintain a favorable condition of health. Component services and activities may include providing an analysis or assessment of an individual's health problems and the development of a treatment plan;

Health-Related and Home **Health Services**

> assisting individuals to identify and understand their health needs; assisting individuals to locate, provide or secure, and utilize appropriate medical treatment, preventive medical care, and health maintenance services, including in-home health services and emergency medical services; and providing

follow-up services as needed.

Value Definition

Home-Based Services

In-home services or activities provided to individuals or families to assist with household or personal care activities that improve or maintain adequate family well-being. Includes homemaker services, chore services, home maintenance services and household management services. These services may be provided for reasons of illness, incapacity, frailty, absence of a caretaker relative, or to prevent abuse and neglect of a child. Component services or activities may include protective supervision of children to help prevent abuse, temporary non-medical personal care, house-cleaning, essential shopping, simple household repairs, yard maintenance; teaching of homemaking skills, training in selfhelp and self-care skills, assistance with meal planning and preparation, sanitation, budgeting, and general household management.

Housing Services

Services or activities designed to assist individuals or families in locating, obtaining or retaining suitable housing. Component services or activities may include tenant counseling; helping individuals and families to identify and correct substandard housing conditions on behalf of individuals and families who are unable to protect their own interests; and assisting individuals and families to understand leases, secure utilities, make moving arrangements and minor renovations.

Value Value Definition

Independent and Transitional Living Services Services and activities designed to help older youth in foster care or homeless youth make the transition to independent living. Component services or activities may include educational and employment assistance, training in daily living skills, and housing assistance. Specific component services and activities may include supervised practice living and post-foster care services.

Information and Referral Services

Services or activities designed to provide information about services provided by public and private service providers and a brief assessment of client needs (but not a diagnosis and evaluation) to facilitate appropriate referral to these community resources.

Legal Services

Services or activities provided by a lawyer, or other person(s) under the supervision of a lawyer, to assist individuals in seeking or obtaining legal help in civil matters such as housing, divorce, child support, guardianship, paternity and legal separation. Component services or activities may include receiving and preparing cases for trial, provision of legal advice, representation at hearings, and counseling.

Mental Health Services

Services to overcome issues involving emotional disturbance or maladaptive behavior adversely affecting socialization, learning, or development. They are usually provided by public or private mental health agencies and includes residential services (inpatient hospitalization, residential treatment, and supported independent living) and non-residential services (partial day treatment, outpatient services, home-based services, emergency services, intensive case management and assessment).

Data Element Name	Data Element Definition	Value	Value Definition
		Other Services	Services or activities that have been provided to the child victim or family of the child victim, but which are not included in the services listed in the NCANDS DCDC record layout.
		Post Investigation Services	The child protective services agency, social services agency, and/or the child welfare agency provides or arranges post investigation services for the child/family as a result of needs discovered during the course of the investigation. If services were being provided at the time of the report of alleged child maltreatment, the continuation of, or addition to, the service provisions constitute post investigation services. Services include: family preservation, family support, foster care and other services listed in the NCANDS DCDC record layout.
		Pregnancy and Parenting Services for Young Parents	Services or activities for married or unmarried adolescent parents and their families to assist them in coping with social, emotional, and economic problems related to pregnancy and in planning for the future. Component services or activities may include securing necessary health care and living arrangements; obtaining legal services; and providing counseling, child care education, and training in and development of parenting skills.

Data Element Name

Prevention and Intervention Services

Those services or activities designed to provide early identification and/or timely intervention to support families and prevent or ameliorate the consequences of abuse, neglect, or family violence, or to assist in making arrangements for alternate placements or living arrangements where necessary. Such services may also be provided to prevent the removal of a child or adult from the home. Component services and activities may include investigation; assessment and/or evaluation of the extent of the problem; counseling, including mental health counseling or therapy as needed; developmental and parenting skills training; respite care; and other services including supervision, case management, and transportation.

Recreational Services

Those services or activities designed to provide, or assist individuals to take advantage of, individual or group activities directed towards promoting physical, cultural, and/or social development.

Residential Treatment Services

Those services that provide short-term residential care and comprehensive treatment and services for children whose problems are so severe or are such that they cannot be cared for at home or in foster care and need the specialized services provided by specialized facilities. Component services and activities may include diagnosis and psychological evaluation; alcohol and drug detoxification services; individual, family, and group therapy and counseling; remedial education and GED preparation; vocational or prevocational training; training in activities of daily living; supervised recreational and social activities; case management; transportation; and referral to and utilization of other services.

Data Element Name	Data Element Definition	Value	Value Definition

Respite Care Services

Services involving temporary care of the child(ren) to provide relief to the caretaker.

May involve care of the children outside of their own home for a brief period of time, such as overnight or for a weekend. Not considered by the state to be foster care or other

placement.

Services to Improve Parenting Skills

Services, including in-home visits, parent support groups, and other programs designed to reinforce parents' confidence in their strengths, help them identify where improvement is needed, and obtain assistance in improving those skills with respect to matters such as child development, family budgeting, coping with stress, health, and nutrition.

Services to Strengthen the Parent-Child Relationship

Structured activities involving parents and children designed to strengthen the parent-child

relationship.

Special Services -Disabled Services for persons with developmental or physical disabilities, or persons with visual or auditory impairments, or services or activities to maximize the potential of persons with disabilities, to help alleviate the effects of physical, mental or emotional disabilities, and to enable these persons to live in the least restrictive environment possible. Component services or activities may include personal and family counseling; respite care; family support; recreation; transportation; aid to assist with independent functioning in the community; and training in mobility, communication skills, the use of special aids and appliances, and selfsufficiency skills. Residential and medical services may be included only as an integral, but subordinate, part of the services.

Value Definition

Special Services -Juvenile Delinquent Services or activities for youth (and their families) who are, or who may become, involved with the juvenile justice system. Component services or activities are designed to enhance family functioning and/or modify the youth's behavior with the goal of developing socially appropriate behavior and may include counseling, intervention therapy, and residential and medical services if included as an integral but subordinate part of the service.

Substance Abuse Services

Services or activities designed to deter, reduce, or eliminate substance abuse or chemical dependency. Except for initial detoxification services, medical and residential services may be included but only as an integral but subordinate part of the service. Component substance abuse services or activities may include a comprehensive range of personal and family counseling methods, methadone treatment for opiate abusers, or detoxification treatment for alcohol abusers. Services may be provided in alternative living arrangements such as institutional settings and community-based halfway houses.

Transportation Services

Services or activities that provide or arrange for travel, including travel costs of individuals, in order to access services, or obtain medical care or employment. Component services or activities may include special travel arrangements such as special modes of transportation and personnel to accompany or assist individuals or families to utilize transportation.

Data Element Name	Data Element Definition	Value	Value Definition
Service Date	The service date for post investigation services provided as a result of needs discovered during the course of the investigation should be the date of the report disposition or a date decided by the state to be more appropriate than the report disposition date. The service date for cases for which services were continued (or changed) as a result of the investigation disposition should be the date of the most recent case opening prior to the receipt of the report of alleged child maltreatment.		
Service Duration	The time period between the month, day, and year that the service began and the current date; or if service provision has been completed, the time period between the month, day, and year that the service began and the month, day, and year that the service ended.		
Service Provider Eligibility Requirements	Eligibility requirements for a specific service provider.		
Service Reason	The reason that services are being provided.		
Services Planned	Services arranged for the client/family as part of the case plan. See "Service" for examples of values that may be used for this data element.		
Sex	The gender of a person.	Male	The gender of the individual is male.
		Female	The gender of the individual is female.
		Unknown	The gender of the individual is unknown.
Sibling Group Adopted Together	The sibling group has been adopted together and should have received or be receiving a subsidy.	Yes	Yes the sibling group was adopted together.
		No	No the sibling group was not adopted together.
Siblings in Substitute Care	Siblings of the adoptive child are still in substitute care.	Yes	Yes the siblings of the adoptive child are in substitute care.

Data Element Name	Data Element Definition	Value	Value Definition
		No	No the siblings of the adoptive child are not in substitute care.
Social Security Number	Number assigned by the Social Security Administration for the selected individual.		
Source(s) of Federal Support/Assistance for Child	All Federal sources of support that a child/family receives. See separate definitions for: Title IV-A, Title IV-D, Title IV-E (Adoption Subsidy), Title IV-E (Foster Care), Title XIX, SSI or Other Social Security Act Benefits.	Adoption Subsidy	This shows whether the child is receiving an adoption subsidy.
		None of the Above	The child is receiving support only from the State or from some other source (Federal or non-Federal), and not from Title IV-E (Adoption Subsidy), Title IV-E (Foster Care), Title IV-A, Title IV-D, Title XIX, SSI, or other Social Security Act Benefits.
		SSI or Other Social Security Act Benefits	Child is receiving support under title XVI or other Social Security Act titles not included in the section on sources of Federal Support/Assistance
		Title IV-A (AFDC)	Child is living with relative(s) whose source of support is an AFDC payment for the child.
		Title IV-D (Child Support)	Child support funds are being paid to the state agency on behalf of the child by assignment from the receiving parent.
		Title IV-E (Adoption Assistance)	Title IV-E adoption subsidy is being paid on behalf of the child who is in an adoptive home, but the adoption has not been legalized. Indicate whether subsidy is claimed by the state for reimbursement under Title IV-E. This does not include Title IV-E non-recurring costs.
		Title IV-E (Foster Care)	Title IV-E foster care maintenance payments are being paid on behalf of the child.

Data Element Name	Data Element Definition	Value	Value Definition
		Title XIX (Medicaid)	Child is eligible for and may be receiving assistance under title XIX.
Sources of Financial Support (Other)	All other (including state) sources of support that a child/family receives.		
Special Needs	The state definition of special needs as it pertains to a child eligible for an adoption subsidy under Title IV-E.	Racial/Origin Background	Primary condition or factor for special needs is racial/origin background as defined by the State.
		Age	Primary factor or condition for special needs is age of the child as defined by the State.
		Membership in a Sibling Group to be Placed for Adoption Together	Primary factor or condition for special needs is membership in a sibling group as defined by the State.
		Medical Condition of Mental, Physical or Emotional Disabilities	Primary factor or condition for special needs is the child's medical condition as defined by the State, but clinically diagnosed by a qualified professional.
SSI Eligibility	Client/family is eligible for SSI, but is not yet receiving it.	Yes	Yes the family is eligible for SSI, but is not yet receiving it.
		No	No the family is not eligible for SSI or is already receiving it.
Staff ID	Unique identifier assigned to each staff person. This is an identification number assigned by the State for the purpose of overseeing staff assignments.		
Staff Speciality	The languages that the staff member speaks, and/or any other special skills.		
State	U.S. Postal Service two letter abbreviation for the state/territory submitting the report.		

Data Element Name	Data Element Definition		
State Agency Involvement (In Adoption)	This indicates whether the state Title IV-B/IV-E agency had any involvement in the adoption, that is, whether the adopted child belongs to one of the following categories: (1) a child who had been in foster care under the responsibility and care of the state child welfare agency and who was subsequently adopted whether special needs or not and whether a subsidy was provided or not: (2) a special needs child who was adopted in the state, whether or not he/she was in the public foster care system prior to his/her adoption and for whom non-recurring expenses were reimbursed; or (3) a child for whom an adoption assistance payment or service is being provided based on arrangements made by or through the state agency.		
State of Birth	State in which the individual selected (i.e., biological father, biological mother, adoptive father, adoptive mother) was born.		
Status	Status of the client case (i.e., open or closed).		
Submission Year	The submission year is defined as including all reports whose dispositions occurred within the specified year. Reports received, but whose dispositions did not occur during the specified year, are not included. Reports received in a prior year, but whose disposition was made within the reporting year, are included.		
Title IV-E Agreement With Tribe	The State has an agreement with the Tribe governing custody and placement of Title IV-E children.		
Title IV-E Status	Whether the child has been determined to be eligible for IV-E foster care or adoption assistance.		
Training (Date Of)	The month, day, and year that training was received.		

Value Definition

Data Element Name	Data Element Definition	Value	Value Definition
Training (Type of)	The type of training provided to provider staff or agency staff.		
Transaction Date (Date of Discharge From Foster Care)	A computer generated date which accurately indicates the month, day, and year the response to "Date of Discharge From Foster Care" was entered into the information system.		
Transaction Date (Date of Latest Removal From Home)	A computer generated date which accurately indicates the month, day, and year the response to "Date of Latest Removal From Home" was entered into the information system.		
Tribal Affiliation	The name of the Indian tribe, band, nation, or other organized group or community of Indians recognized as eligible for services.		
Type of Payment Received	The category/source of payment received by the agency (e.g., SSI, trust fund).		
Unit of Purchased Service	The unit of service used by the provider (e.g., one hour of service, one counseling session).		
Untreated Dental Condition	The individual has a dental condition for which he/she has not yet received treatment.	Yes	Yes the individual has an untreated dental condition.
		No	No the individual does not have an untreated dental condition.
Work Due	The month, day, and year that the selected work is due.		
Year of Birth	Year that a person was born.		